

10.-12. 2. 2022 | PVA EXPO PRAHA LETŇANY

# Binding Application for Participation

**DEADLINE 30. 9. 2021**

After deadline the prices are higher.

Date
Reg. number
To be filled out by Organizer

Section:  Roofs Prague  Solar Prague  Craft Prague  Purpo Prague

## Client – Invoice address

Company name	
Street	
City	ZIP Code
ID	Country
VAT	Phone
Www	
Contact person	
Phone	
E-mail	

## Client – Postal address (if different from invoice address)

Company name	
Street	
City	ZIP Code

## Exhibitor – Fill in only if you are represented by an agency

Company name	
Street	
City	ZIP Code
ID	Phone
E-mail	
Contact person	

## Co-exhibitor – more co-exhibitors attach to separate document

Company name	
Street	
City	ZIP Code
Www	
Company will be presented by:	<input type="checkbox"/> own personal <input type="checkbox"/> own products/services

## Exhibition area

We are placing order of exhibition area of  m<sup>2</sup> width × depth  m ×  m

Full meters.      Up to 30. 9. 2021      From 1. 10. 2021

<input type="checkbox"/>	Terraced, with free front wall	min. 6 m <sup>2</sup>	81 EUR/m <sup>2</sup>	89 EUR/m <sup>2</sup>
<input type="checkbox"/>	Corner, with two open sides	12–29 m <sup>2</sup>	96 EUR/m <sup>2</sup>	103 EUR/m <sup>2</sup>
<input type="checkbox"/>		30 m <sup>2</sup> and more	90 EUR/m <sup>2</sup>	97 EUR/m <sup>2</sup>
<input type="checkbox"/>	U-shaped, with three open sides	40–59 m <sup>2</sup>	97 EUR/m <sup>2</sup>	104 EUR/m <sup>2</sup>
<input type="checkbox"/>		60 m <sup>2</sup> and more	92 EUR/m <sup>2</sup>	99 EUR/m <sup>2</sup>
<input type="checkbox"/>	Island, with four open sides	80–99 m <sup>2</sup>	98 EUR/m <sup>2</sup>	106 EUR/m <sup>2</sup>
<input type="checkbox"/>		100 m <sup>2</sup> and more	93 EUR/m <sup>2</sup>	102 EUR/m <sup>2</sup>
<input type="checkbox"/>	Outdoor		33 EUR/m <sup>2</sup>	41 EUR/m <sup>2</sup>

Extra for placing the exposition on main corridor 7%. (min. 20m<sup>2</sup>, to fill)

We demand stand: type (number) or special (alphabet):   
Stand sketches on other leaves.

We require construction proposal

We will have the stand erected by the company

Contact person, tel.

- Registration fee – 180 EUR
- Co-exhibitors registration fee – 180 EUR
- Registration fee 224 EUR (for application forms received after 15. 12. 2021)
- Discount price for applications and payment of 50 % of the rental price received by 30. 9. 2021.
- The deposit invoice will be sent to you immediately after receiving your application.
- Mark required with cros.
- All prices do not include sales tax / VAT.

Client hereby confirms to agree with the "General Conditions of Participation" forming part of this "Binding Application for Participation".

Place	Name and surname of client's statutory representative:	Signature of client's statutory representative, seal:
Date		

# General Conditions of Participation

## I. General Information

1. Exhibition organizer: Střechy Praha, s.r.o., Jeremiášova 1422/7b, 155 00 Praha 13, Czech Republic
2. Exhibitor: any legal or physical person holding confirmation of participation by the organizer

## II. Application and exhibition area allocation

1. Applicants for participation must fill out the enclosed "Binding Application" form and send it to the address of the organizer. By signing the application form the applicant (exhibitor-to-be) claims to accept these participation conditions and conditions specified in accompanying materials that form an integral part of the application. The application is binding for the exhibitor even in the case if the organizer cannot meet all of the exhibitor's requirements (for example as concerns the size, location, or type of exhibition area).
2. The organizer reserves the right to accept or decline the application.
3. After receiving the binding application the organizer shall send to the exhibitor a receipt confirmation and a deposit sheet. This act creates a contractual relationship between the organizer and the exhibitor.
4. After final processing of the applications and after coverage of the deposit invoice an exhibition area shall be allocated to the exhibitor.

## III. Registration fee and rental

1. The registration fee and the basic rental include the following items:
  - a) Rental price of the exhibition area for the period of assembly, exhibition and disassembly, publicity, basic lighting, heating, fire protection, cleaning of the area outside the stands, day and night guard, sound equipment, professional and technical assistance.
  - b) Basic record in the exhibition catalogue, including record of the newest developments (within the range specified in the Application for Catalogue Entry), plus two copies of the printed catalogue
  - c) Inclusion in the layout diagram of the exhibition
  - d) One piece of exhibitor identification card for 5 to 30 m<sup>2</sup> of rented exhibition area, plus one card for each additional 10 m<sup>2</sup>, 6 assembly cards, 15 complimentary tickets, and 2 tickets to the gala evening dinner
  - e) Postage, phone fee and other overhead costs related to participation in the exhibition
2. The rental price is calculated from the price per 1 m<sup>2</sup> of the exhibition area specified in the application times the size in m<sup>2</sup> of the rented area. Each commenced square m is counted as a full square m.
3. The exhibition fee and the basic rental do not include peripheral walls of the stand, its equipment, and walls of the neighbouring stands.
4. A co-exhibitor registration fee will be charged for each additional company presented by the exhibitor in the context of his exhibit (in the form of an exhibit panel, company logo, company name, publicity materials, video recordings etc.). Thus appropriately registered company shall be included in the exhibition catalogue in the form of a full entry. In case of violation of this principle the exhibitor shall be charged the co-exhibitor fee in the double amount of the regular exhibitor fee.

## IV. Payment conditions

1. All prices are V.A.T. exclusive.
2. After receiving the appropriately filled out application the organizer shall send to the applicant a deposit invoice in the amount of 50% of the price of the rented area, plus the registration fee. The second deposit invoice shall be sent 40 days prior to the exhibition opening (including the rest of the rental price plus the price of the ordered services). After the coverage of the second invoice the exhibitor shall gain the right to realise the exhibit at the exhibition.
3. Exhibitor's failure to cover the deposits within the required deadline constitutes the organizer's right to confirm the rental of the area in question in favour of another applicant without the original applicant having any right to claim compensation of the to-date costs.
4. In case of the exhibitor's failure to cover the deposits before the opening of the exhibition the organizer reserves the right to exclude the exhibitor from the exhibition.
5. Cancellation fee for the period between the application deadline and 2 months prior the exhibition

opening is 50 % of the exhibition area rental. Cancellation fee for the period within the last 60 days before the commencement of the exhibition is 100% of the rental price plus the price of the ordered services that will be irrevocable. The registration fee belongs to the organizer in the full amount in both cases. The participation cancellation has to be in writing.

6. Additional services booked within the last 30 days before the commencement of the exhibition are charged with a 100 % extra.
7. After the end of the exhibition the exhibitor shall receive the final balance invoice with deduction of the paid deposits. If the invoice is not covered within the deadline specified in the invoice the exhibitor shall be charged a fine according to § 369 of the Business Code in the amount of 0.5 % of the amount due for each day of the delay.

## V. Exhibits, safety and insurance

1. The exhibitor shall observe the "General Conditions of Participation", the instruction of the "Binding Application Form" and related materials, the fire and safety regulations and the relevant legal standards valid in the Czech Republic.
2. The exhibitor shall not use his stand or his exhibition area for storage or use of any flammable or radioactive substances, explosives, acids, poisons and other substances harmful to human health.
3. The organizer does not take responsibility for any damage to the exhibits, the stand and its equipment, goods, packages, or packing materials, regardless the time of the damage (assembly, exhibition, disassembly).
4. Insurance is the responsibility of the exhibitor himself. A representative of an insurance company shall be on the exhibition premises for the exhibitors to be able to conclude the insurance contract on the spot.

## VI. Exposition realisation

1. The stand may be erected by the organizer. The exhibitor who will decide not to make use of this option and to erect the stand by himself or via his agency shall submit the ground plan and the front view of the stand with marked dominant points and power and water inlets and with the specification of the building company subcontracted for the erection to the organizer for approval.
2. If the exhibitor does not book the stand from the organizer or does not arrange for the stand erection on his own he will just be provided with unmarked exhibition area
3. The allocated area shall be neither extended nor adapted, not even in the case of protruding dominant points (roof of an outside stand)
4. The dates of commencement and termination of the activities connected with the exhibition shall be specified by the organizer. The damage resulting from unobserved dates shall be covered by the exhibitor. It is not allowed to take away the exhibits, the stand or its equipment before the end of the period of the exhibition accessibility to the public.
5. The exhibitor shall not make any drills or cuts in the floor. The exhibition area shall be returned precisely in the same condition as it was taken over. Repair of any damage (including clearing of excessive dirt) shall be covered by the exhibitor in full up to the amount of the real costs of cleaning and/or repair.
6. The decoration height of the exposition – 250 cm – can only be exceeded after an agreement with the organizer. The architectural design and the operation of the exposition shall not interfere with the adjacent expositions.

## VII. Publicity and advertising

1. The exhibitor is only allowed to advertise his products within his exposition.
2. Following an agreement with the organizer the exhibitor can place his advertisements on places designated by the organizer for a special fee.

## VIII. Technical and fire regulations, power regulations and directives for the operation of temporary electrical installations

1. Smoking and manipulation with open fire are prohibited across the PVA Exhibition Centre throughout the exhibition.

2. In the course of the assembly, exhibition and disassembly the exhibitor shall observe the relevant legal regulations of the Czech Republic, including individual local technical standards, labour safety rules and relevant rules of manipulation with technological devices.
3. The exhibitor shall further observe the relevant fire protection rules valid for the individual objects of the exhibition grounds and instruction from the fire assistance service staff and representatives of the organizer. He shall also provide access to the whole exhibition area occupied by him for any of the above representatives of the organizer during the exhibition on request.
4. Fire extinguishers located inside the exhibition area may only be used in the case of fire. The use, damage of or any other manipulation with the fire extinguishers shall immediately be reported to the organizer.
5. The temporary electrical installations shall be in compliance with CSN 341090 and with all relevant electro-technological regulations. The electrical installations may only be carried out by a company with a valid certification for this type of work. Unsuitable installation shall not be connected, to the harm of the exhibitor.
6. The exhibitor planning to use an electrical appliance shall use it in compliance with the instruction for use and for the purpose for which they were designed for the sake of fire safety.
7. Welding, cutting and use of pressure bottles has to be approved by the organizer in advance.
8. The exhibitor shall instruct his internal and external staff about fire safety regulations.
9. The level of noise outside the stand shall not exceed 65 dB. If the exhibitor exceeds the noise level and fails to reduce the noise immediately after notification by the organizer or his representative the exposition shall be disconnected from power and the exhibitor shall be fined by up to 100,000,- CZK.

## IX. Final Provisions

1. If not agreed otherwise the organizer may exclude the exhibitor from the exhibition in the case of violation of any of the provisions of these "General Conditions of Participation". In such case the exhibitor has no right for any compensation of the costs connected with the exhibition, nor for return of the previously invoiced and covered fees.
2. The place of execution of the mutual liabilities of the parties is the exhibition grounds.
3. All complaints of the exhibitor towards the organizer arisen in the period between assembly and disassembly (including the exhibition period) shall be submitted in writing to an authorised representative of the organizer before the end of the disassembly.
4. All complaints and claims of the exhibitor towards the organizer shall be submitted in writing before the end of the last exhibition day or else the exhibitor's right of complaint expires.
5. If for the reason of a superior force ("vis major") the organizer is not able to open the exhibition before the end of the designated exhibition period or cannot organize the exhibition on the exhibition grounds at all he has to inform the exhibitor immediately about that. This does not constitute the right of the exhibitor for compensation of the costs related to the preparation of the exhibition. The organizer may retain the proportionate part of the payments meanwhile covered by the exhibitor.